



Hotline



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July - September 2005

The MCI Hotline is published quarterly by MCI providing you with up-to-date information. Feedback from the Hotline identified the need to expand our distribution list.

Deputy Director's Corner

The Marine Corps Institute continues to make improvements aimed at providing better service to our customers. One initiative that I am particularly excited about is the Digital DP 37 Answer Sheet. This will allow Marines to submit their answers to us via the Web and receive their scores in minutes instead of days or weeks through the mail. A prototype of this system is being tested right now and should be fully operational at the end of July. Another improvement is the ability for training NCOs at senior Headquarters to look at MCI's records for their multiple subordinate units. This change was brought on by suggestions from using units.

There are three courses that will open for enrollment shortly: 3420F, *Personal Financial Management*, 4133, *Semper Fit Basic Course*, and 0090, *Pistol Marksmanship*.

We are also transitioning from Amphibious Warfare School to Expeditionary Warfare School to align the MCI Distant Learning PME with the resident instruction. MCI is continually updating material to provide current, relevant courseware to our students.

I just returned from a trip to Iraq. I was able to interview Marines and discussed ways to better serve deployed students. I talked to Marines in almost every major base throughout that country. The trip was educational and I got a lot of feedback and good ideas for improvements.

As always, we exist to serve you and if there is anything that we can do to better serve you, please let us know. We enjoy hearing from our students and look forward to continuing to provide you first class education through the Marine Corps Institute.

Semper Fidelis

N.B. Klaus
LtCol, USMC

Distance Learning Instructor Vacancies

MCI is looking for a few motivated staff noncommissioned officers to serve as an MCI distance learning instructor (DLI). As a DLI, you will have the opportunity to influence and train your MOS, and the entire Marine Corps by producing MCI course material (red books). We are looking for subject matter experts who have the skills to teach a Marine to perform in his MOS via paper-based training. You will have the support of a highly experienced staff of instructional specialists, editors, and graphic illustrators.

If you are up to the challenge, contact the MCI Company 1st Sgt via e-mail, phone, or fax to arrange for a screening package to be sent to you. There are openings in the following occupational specialties:

0231, Intelligence Specialist
0619, Wire Chief
0848, Field Operation Artillery Chief (opens December 05)
1169, Utilities Chief (opens December 05)
1349, Engineer Equipment Chief
1371, Combat Engineer
2111, Small Arms Repair Technician
2891, Electronic Maintenance Chief
3381, Food Service Specialist
3451, Fiscal/Budget Technician
3537, Motor Transport Operations Chief
5711, NBCD Specialist
5811, Military Police

All DLIs will be screened for writing ability and analytical thinking.

| How to Contact MCI | |
|--------------------|--|
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DLTD New/Revised/Deleted Courses

MCI 0090, *Pistol Marksmanship* is a new course designed to augment the formal instruction given to Marines who carry the M-9 pistol as their T/O weapon. It provides instruction on the fundamentals of firing the M-9 service pistol, safety procedures, maintenance, and marksmanship principles. MCI 0090 was developed with the assistance of the Weapons Training Battalion, Quantico, Virginia. This course is recommended for all Marines, regardless of rank, who may need to refresh their pistol skills before firing.

MCI 3420F, *Personal Financial Management* was revised to present Marines with a comprehensive course of study on financial planning. It is recommended for all Marines, regardless of time in service and for those Marines who have taken previous versions of the *Personal Financial Management* course. Topics include developing personal spending plans, military pay system, use of credit and debt recovery, choosing a financial institution, various legal issues, check-book management, consumer awareness, insurance buying, housing issues, basic investing, and retirement planning.

MCI 4133, *Semper-Fit Basic Course* is a new course designed to give Marines a basic course of study on physical fitness theory, techniques and programming for fitness, nutrition, and prevention of fitness related injuries. This course was developed with the assistance of the National Strength and Conditioning Association. MCI 4133 is an excellent resource for all Marines interested in learning how to improve their physical fitness and all unit leaders who are interested in improving the general fitness of their Marines.

MCI 0410C, *MIMMS (AIS)* is a revision of the 0410 series of *MIMMS* and presents the most up-to-date procedures on operating the MIMMS (AIS) system. MCI 0410C provides instruction on maintenance management concepts, input procedures, reports, files, and validations. The 0410C, *MIMMS (AIS)* course is recommended for all MIMMS users in the 0411 MOS and ground maintenance MOSs.

MCI 2124G, *Armory Procedures* is a revision of the 2124 series of *Armory Procedures* and presents the most up-to-date instruction in armory security, armory forms, armory management, and the armorer's tools. MCI 2124G is recommended for all Marines who work in an armory.

MCI 3503A, *Motor Transport Operator: NCO* is a revision of the 3503 series of *Motor Transport Operator* and presents the most up-to-date instruction on the basic knowledge of the day-to-day operations and procedures a noncommissioned officer in the 3531 MOS is required to know.

MCI 3525C, *Tactical Motor Vehicle Fuel and Exhaust Systems* is a revision of the 3525 series of *Tactical Motor Vehicle Fuel and Exhaust Systems* and presents the most up-to-date instruction on the maintenance and inspection of the exhaust and fuel systems of vehicle used by the Marine Corps. MCI 3525C is recommended for all motor transport maintenance Marines.

MCI 6002, *Aviation Maintenance Work Center Supervisor* is a revision of the existing *Aviation Maintenance Work Center Supervisor* course. MCI 6002 contains an updated course of study on the three fundamentals areas of responsibility that most center supervisors encounter in performance of their duties: Directive Programs, Safety Oriented Programs, Tools and Material Upkeep Programs.

Courses that are being discontinued until the most current information is available are listed below:

MCI 028B, *Introduction to Combat Intelligence*

MCI 0201, *Intelligence Brief: Southwest Asia*

MCI 3410A, *Introduction to Marine Corps Accounting*

MCI 3412, *Field Budget Formulation*

MCI 3414, *Financial Management*

MCI Online Testing

In our continuing efforts to better serve our students, MCI Online will be offering online test-taking in the coming weeks. Students will be able to fill out an online "bubble sheet" similar to the exam sheet included with MCIs. When properly proctored and supervised by the Training NCO, students will be able to take the exam, find out if they passed or failed, and see their final grade much quicker than ever before. This will be available for Training NCOs to administer through the UVR login. Keep an eye on "Hot Scoop" for further information.

Logistics Section

The average mail time for coursebooks is as follows:

East Coast: 5 days

West Coast: 7 to 10 days

Okinawa: 7 to 10 days

Iraq: 14 to 20 days

PME Update

Enlisted:

On 22 June 2005 in accordance with MarAdmins 077/03 and 260/03, the 7200 SNCO Advance DEP was closed. As of that date, MCI will no longer grade or process examinations for that course. Over time, all currently enrolled students will be automatically disenrolled. Students must complete 8200 SNCO Advance DEP to satisfy Distance PME requirements. For further information, refer to the references noted above.

Officer:

Currently, MCI is supporting the College of Continuing Education and Expeditionary Warfare School in the transition from 8510/8600 Amphibious Warfare School DEP to 8650 Expeditionary Warfare School DEP. On 1 June 2005, enrollment was closed for 8510/8600. On 1 September 2005, enrollment will open for 8650. For further details on this transition, refer to MarAdmin 247/05. An additional MarAdmin will be posted shortly detailing the new date for enrollments. You may also contact the College of Continuing Education Student Support or your local regional coordinator.

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